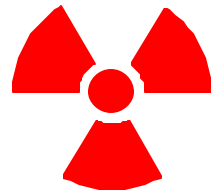


# STATE OF WASHINGTON NOTICE TO EMPLOYEES



Employer \_\_\_\_\_



Radioactive Materials License  
Number **WN-**\_\_\_\_\_

X-Ray Registration  
Number \_\_\_\_\_

**The Department of Health (DOH) has rules for your protection against radiation hazards  
(Washington Administrative Code Title 246, chapters 220 through 254)**

**YOUR EMPLOYER IS REQUIRED TO:**

1. Comply with radiation regulations.
2. Post or make available to you a copy of the DOH radiation regulations, licenses and operating procedures which apply to your work, and explain them to you. You may examine these documents at: \_\_\_\_\_
3. Post each Notice of Noncompliance and other DOH orders involving radiological working conditions. These documents may be examined at: \_\_\_\_\_
4. Provide adequate radiation safety training to you, including training in the use and handling of any radiation producing devices you may be expected to use.
5. Keep your radiation exposure as far below the maximum allowable limits as is "reasonably achievable".

**AS A WORKER YOU MUST:**

1. Know the provisions of the DOH radiation regulations and the operating procedures that apply to your work.
2. Follow these provisions for your own protection, the protection of your co-workers, patients, clients, and the public.
3. Immediately report any violations that you see, or any safety concerns you may have, to your supervisor. (Your employer has primary responsibility for ensuring safe and compliant operation). You may also report directly to DOH, Radiation Protection. (See **How to Contact DOH** in next column.)

**YOUR RADIATION EXPOSURE HISTORY:**

1. Your employer must inform you annually, in writing, of your exposure to radiation if monitoring is required by DOH.
2. If you receive an exposure in excess of any applicable limits, your employer must give you a written report within 30 days of learning of the overexposure. The basic limits for exposures to employees are set forth in WAC 246-221-010, 246-221-050, and 246-221-055 of the regulations.
3. If you quit your employment, you may ask for a written report of your exposure during the current year up to the date you quit. This may be an estimate as long as it is identified as such.

**INSPECTIONS:**

1. DOH may inspect any licensed or registered activity. During inspections, you may tell the inspectors about past or present conditions that you believe contribute to or caused problems with working conditions involving radiation.
2. DOH inspectors want to talk to you if you are worried about radiation safety or have related concerns. Your employer must not prevent you from talking with an inspector. DOH will make all reasonable efforts to protect your identity.
3. Any worker or worker representative who believes that there is noncompliance with Chapter 70.98 of the Revised Code of Washington, the radiation regulations, or the requirements of your employer's license or registration involving the worker's radiation working conditions, may request an inspection by sending a notice of the alleged noncompliance to DOH (see below). The request must specify exactly what is wrong, and must be signed by the worker or worker representative.

**DELIBERATE MISCONDUCT:**

You must not do anything to deliberately cause a violation of DOH requirements. You must not deliberately provide inaccurate or incomplete information to either DOH or to your employer. If you do, you may be subject to enforcement action. This does not apply to "mistakes" or actions that weren't planned.

**How to Contact DOH**

**REPORTING SAFETY CONCERNS AND VIOLATIONS:**

If **radioactive materials** are involved, phone 360-236-3220. If radiation producing machines and facilities (**X-Ray**) are involved, phone 800 - 299 XRAY (800-299-9729).

Mail written inquiries or reports to Department of Health, Radiation Protection, P.O. Box 47827, Olympia, Washington 98504-7827.

Or visit our website at: <http://www.doh.wa.gov/ehp/rp>

**POSTING REQUIRED**

Copies of this notice must be conspicuously posted so that employees working in or entering any portion of a radiation "restricted area" will see it on the way to or from such an area.

**"RHF-3"**